



Homeland Security

Science and Technology

The Department of the Interior, Interior Business Center,
Acquisition Services Directorate releases

BROAD AGENCY ANNOUNCEMENT (BAA) 15DHS-002
Agricultural Screening Tools Project

Detection Systems for Identifying Agricultural Pathogens
on behalf of
Department of Homeland Security
Science and Technology (S&T) Directorate

Full Proposals Due: Monday, 06/01/2015
For Questions Regarding This Solicitation Contact:
Russell_K_Choate@ibc.doi.gov

Published Date: 04/17/2015

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1. GENERAL INFORMATION

1.1. Introduction

This solicitation is a Broad Agency Announcement (BAA) as contemplated in Federal Acquisition Regulation (FAR) 6.102(d)(2) and 35.016 to provide for competitive selection of research proposals. A formal Request for Proposals (RFP), solicitation or additional information regarding this announcement will not be issued. This BAA is issued by the Department of the Interior, Interior Business Center (DOI/IBC), Acquisition Services Directorate on behalf of the Department of Homeland Security (DHS) Science & Technology (S&T) Directorate.

DOI/IBC will not issue paper copies of this announcement. All proposals (or any other material) submitted in response to this BAA will not be returned. All proposals will be treated as sensitive competitive information and their contents will be disclosed only for the purpose of evaluation. DOI/IBC reserves the right to select for award and fund all, some, or none of the Full Proposals received in response to this solicitation. No funding for direct reimbursement of proposal development costs will be allowed. Technical and cost proposals (or any other material) submitted in response to this BAA will not be returned. However, depending on the markings on the proposal, DOI/IBC will adhere to FAR policy on handling source selection information and proprietary proposals. It is the policy of DOI/IBC to treat all proposals as sensitive competitive information and to disclose their contents only for the purposes of evaluation

The Department of Homeland Security, Science & Technology Directorate, Chemical and Biological Defense Division is the responsible agency for review/selection of Full Proposals.

1.2. Agency Name

Department of the Interior
Interior Business Center
Acquisition Services Directorate
Division III
P.O. Box 1420
Sierra Vista, AZ 85636

1.3. Research Opportunity Title

Detection Systems for Identifying Agricultural Pathogens

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1.4. Program Name

Agricultural Screening Tools (AST) in the Agricultural Defense Branch, Chemical and Biological Defense Division, Science and Technology Directorate, Department of Homeland Security

1.5. Research Opportunity Number and Title

BAA15DHS-002 – Detection Systems for Identifying Agricultural Pathogens

1.6. Solicitation and Response Approach

The Department of the Interior, Interior Business Center will not issue paper copies of this announcement. The Government reserves the right to select for award and fund all, some, or none of the Full Proposals received in response to this solicitation. No funding for direct reimbursement of proposal development costs will be allowed. Proposals (or any other material) submitted in response to this BAA will not be returned. However, depending on the markings on the proposal, the Government will adhere to FAR policy on handling source selection information and proprietary proposals. All proposals will be treated as sensitive competitive information and their contents will be disclosed only for the purpose of evaluation. Offerors are to provide unclassified proposals. Documents containing sensitive information that are not suitable for uncontrolled public dissemination should be marked "For Official Use Only" (FOUO). When transmitted electronically, FOUO proposals should be sent with password protection.

Awards will take the form of contracts. In the event an Offeror or subcontractor is a Federally Funded Research and Development Center (FFRDC), Department of Energy National Laboratory, or other Federally funded entity, DHS S&T will work with the appropriate sponsoring agency to issue an Interagency Agreement pursuant to the Economy Act (31 U.S.C. 1535) or other appropriate authority. Therefore, the applicable laws and regulations governing the legal vehicle used for award will depend on the legal vehicle chosen by DHS S&T. In this regard, Offerors should propose a preferred vehicle type for DHS S&T to consider for award.

A single-phase selection process will be used for this solicitation. ***No White Papers will be requested***; a down-selection process will be conducted by the DHS using Full Proposals submitted to this BAA. A Full Proposal is limited to 20 pages, excluding the following: Formal Transmittal Letter, Cover Page, Summary of Costs and Related Information, Table of Contents and resumes/biographical information for proposed performers.

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1.7. Response Dates

Full Proposals

Due: June 01, 2015

1.8. Research Opportunity Description

1.8.1 DHS Agricultural Screening Tools Project Structure and Background

The Homeland Security Presidential Directive (HSPD) on Defense of United States Agriculture and Food (HSPD-9), which defines policy for defense of U.S. agriculture and food, identifies DHS as the lead agency to coordinate federal activities to “accelerate and expand development of current and new countermeasures against intentional introduction or natural occurrence of catastrophic animal, plant, or zoonotic diseases.” DHS carries out this responsibility in close collaboration with its sector-specific agency partners (especially United States Department of Agriculture, USDA).

Pursuant to this mission, the Chemical and Biological Defense Division (CBD) seeks technologies to prevent and protect against any infectious disease attack on our Agricultural resources. The Agricultural Defense Branch (Ag), as part of the CBD, has the mission to conduct risk-based agricultural threat countermeasure development; to accelerate and expand the development of current and new medical and diagnostic countermeasures to detect, and prevent the spread of, an intentional introduction or natural occurrence of a catastrophic foreign animal, emerging, or zoonotic disease in coordination with internal and external stakeholders. The Agricultural Screening Tools Project supports the latter part of the above Ag mission.

The threat of terrorist or unintentionally introduction of a foreign animal, emerging, or zoonotic disease on the U.S. economy is of great concern in the United States. There are vulnerabilities that create the need to perform surveillance and monitoring of endemic and foreign animal diseases rapidly, accurately, and economically using a single diagnostic sample. Homeland Security Presidential Directive (HSPD) 9 dictates research to “expand development of common screening and inspection procedures for agriculture and food items entering the United States and to maximize effective domestic inspection activities for food items within the United States” in an effort to reduce vulnerabilities.

This BAA seeks to provide sound scientific techniques related to supporting development and deployment of diagnostic and screening technologies for surveillance and detection efforts to protect against any high-consequence livestock pathogens. Both laboratory based approaches and field deployable approaches will be considered although preference will be granted to field deployable solutions.

DHS Agricultural Defense Mission –

The Agricultural Defense mission is to conduct risk-based agricultural threat countermeasure development; to accelerate and expand the development of current and new medical and diagnostic countermeasures to detect, and prevent the spread of, an intentional introduction or natural

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occurrence of a catastrophic foreign animal, emerging, or zoonotic disease in coordination with internal and external stakeholders.

Agricultural Screening Tools Project Mission Distinctive –

The mission of this project is the development of screening systems to aid in protecting the U.S. public health, food supply and livestock. Specific areas that are being addressed include: 1) veterinary medical countermeasures to detect, control, and eradicate foreign or endemic animal diseases; 2) screening tools that can be used to inspect packages or people entering the U.S. for agricultural threats. Tools developed must provide rapid detection of multiple agents prioritized as the highest risk agents¹ for use in a national laboratory network or portable and rugged enough for use in the field by local/state/federal diagnosticians.

1.8.2. DHS Agricultural Screening Tools Project Objectives

The programmatic objectives of the Agricultural Screening Tools Project are:

- Develop field deployable tools for early detection of agricultural threats to allow for swift decisions and quarantine
- Transition tools for early detection of agricultural threats to allow for swift decisions and quarantine
- Transition tools for continued syndromic surveillance of disease to allow for continuity of business
- Enhance capabilities at the NAHLN (whose mission includes surveillance, response (surge), recovery for high consequence agricultural diseases)

1.8.3. Description of Technical Focus Areas (TFA)

The focus of this BAA is in the area of Agricultural Defense, specifically **Agricultural Screening Tools (AST)**, for the purpose of enhancing our national security, protect agricultural infrastructure, enhance resiliency, and ensure business continuity. Agricultural screening tools (tools that can be used to detect a potential disease or condition in an animal, group of animals, or animal product that requires confirmation) must have the ability to perform surveillance and monitoring of endemic and foreign animal diseases rapidly, accurately, and economically using a single diagnostic sample is highly desirable. A multiplex approach is desirable. Further, a near term solution (12-18 months) for field deployable detection is needed. Time to detect and identify should be on the order of minutes (less than 60 minutes). Suggested target performance metrics are provided in Table 1 for a field deployable approach and Table 2 for a laboratory-based approach.

Table 1: Target Performance Metrics (Field deployable)

Cost (system/assay)	<\$10k; \$10/assay
Time to respond	<60 minutes
Sensitivity	>97%

¹ FAZD Center, Texas A&M University, "Protecting agricultural infrastructure: defining the needs and requirements for agricultural screening tools," Report from the Agricultural Screening Tools Workshop, November 2010, Washington, DC
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Specificity	>97%
Limit of detection	≤1000TCID ₅₀ ; 1000 cfu/ml (bacteria); 1000 pfu/ml (virus)
Reagent stability (temp and time)	15°C-30°C; shelf life of at least 1 year
Sample Matrices	Oral fluids, blood, milk, meat juices, etc
Multiplex (Y/N, if yes, indicate highest number & number capable)	y/n
Operator Skill Level	Low to moderate
Weight, dimensions, power options	<7 lbs; <1 cubic ft; 110V/battery

Table 2: Target Performance Metrics (Laboratory-based)

Cost (system/assay)	<\$50k; \$50/assay
Time to respond	<60 minutes
Sensitivity	>99%
Specificity	>99%
Limit of detection	≤100TCID ₅₀ ; 100 cfu/ml (bacteria); 100 pfu/ml (virus)
Reagent stability (temp and time)	shelf life of at least 1 year
Sample Matrices	Oral fluids, blood, milk, meat juices, etc
Multiplex (Y/N, if yes, indicate highest number & number capable)	y/n
Operator Skill Level	Low to moderate
Weight, dimensions, power options	n/a; 110V

A truncated list of agricultural pathogens of concern is shown in Table 3. Many of these diseases are OIE reportable diseases and thus presence of these pathogens in U.S. herds would affect import and export activities, and thus have significant economic impacts. Note however that this list is not all inclusive and we will consider proposals related to other pathogens as long as presence of that pathogen stands to cause significant economic loss to the U.S. (>\$1B/year).

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Table 3. Partial List of Diseases of Concern

Influenza A
Classical Swine Fever
African Swine Fever
Foot-and-Mouth Disease
Hendra
Nipah
Rift Valley Fever
Porcine Reproductive and Respiratory Syndrome
Pseudorabies – including Chinese variant
Swine Enteric Coronavirus Disease (4 virus subtypes) Porcine Epidemic Diarrhea Transmissible Gastroenteritis Porcine Delta-Coronavirus Porcine Respiratory Coronavirus
Swine Brucellosis

TFA-1: Develop a pen-side agricultural screening tool. This tool needs to be simple enough to be part of the field diagnostician tool kit, easy to use and inexpensive, with minimal sample manipulation.

TFA-2: Develop a multiplex “syndromic surveillance” panel approach as an agricultural screening tool. This could be a laboratory based approach or a field deployable approach. Syndromic surveillance uses health-related data that precede diagnosis and signal a sufficient probability of a case or an outbreak to warrant further public health response². The regular and systematic collection, assembly and analysis of health-related data of animals in real-time would be useful for outbreak recognition and response management.

TFA-3: Develop singleplex and multiplex PCR methods for detection of swine diseases in oral fluids.

TFA-4: Develop or evaluate a commercially available transport media for safe transport and stabilization of nucleic acid (DNA/RNA) and antibodies for downstream serological testing.

² International Society for Disease Surveillance. Electronic Surveillance Using Hospital Inpatient and Ambulatory Clinical Care Electronic Care Health Record: Recommendations from the ISDS Meaningful Use Workgroup. 2012

1.9. Government Representatives

Science and Technology:

Angela M. Ervin, PhD
Program Manager
Agricultural Screening Tools Project
Department of Homeland Security
Science and Technology Directorate
Washington, DC 20528

Business:

Department of the Interior
Interior Business Center
Acquisition Services Directorate
Division III
P.O. Box 1420
Sierra Vista, AZ 85636

2. AWARD INFORMATION

2.1. Available Amount of Funding Expected to be Awarded Through this BAA

Although subject to official fiscal appropriation and availability, it is anticipated that the Agricultural Screening Tools project will have approximately \$1 Million of FY 2013 funds for award under this BAA.

2.2. Limitation of Funds

The Government reserves the right to incrementally fund contracts awarded from this BAA as provided by the FAR 52.232-22, "Limitation of Funds." Contracts or other agreements that obligate funds that are awarded will not have an initial period of performance that exceeds 18 months from the receipt of funding by the performer. However, Offerors can propose a base year effort of up to 18 months plus option year(s).

2.3. Anticipated Number of Awards

DHS S&T expects to make one (1) to three (3) awards using FY 2013 funds.

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2.4. Anticipated Award Types

Award type is anticipated to be in the form of Cost Reimbursement type contracts. However, the Government reserves the right to award Firm Fixed Price or Interagency Agreements (IAs) to appropriate parties should the situation warrant.

2.5. Anticipated Period of Performance for New Awards

The period of performance for research efforts and studies proposed should either be for a single period not to exceed 18 months, or for multiple years having one base phase (up to 18 months) with one year options. If a multi-year project is proposed, something of tangible value must be provided in the first funding phase. Funding in the first phase cannot be used for planning purposes, with the actual execution of the task to be performed in the subsequent year(s). Multi-year proposals should make recommendations and present a plan that sets forth the follow-on effort in the subsequent option years. Consideration of the funding of follow-on work in a subsequent year will be contingent upon the value of the product(s) produced by the first-phase effort. The period of performance shall commence at the date of award. ***Proposals that build on current or previous work in these areas are encouraged.*** If Offerors are extending work performed under other DHS projects or projects for other sponsors, the proposal must clearly identify the point of departure and what existing work will be brought forward and what new effort will be performed under this BAA. The final deliverable for an effort should be a prototype assay or system, final report or a publishable journal article manuscript that can be peer-reviewed, along with standard analytical method(s) and relevant data.

3. ELIGIBILITY INFORMATION

This BAA is open to **ALL** responsible sources.

Offerors may include single entities or teams from academia, private sector organizations, Government laboratories, and Federally Funded Research and Development Centers (FFRDCs), including Department of Energy National Laboratories and Centers.

3.1. Federally Funded Research & Development Centers

FFRDCs, including Department of Energy National Laboratories and Centers, are eligible to respond to this BAA, individually or as a team member of an eligible principal Offeror, so long as they are permitted under a sponsoring agreement between the Government and the specific FFRDC.

3.2. Nonprofit Organizations, Educational Institutions and Small Business Set Aside

The Government encourages nonprofit organizations, educational institutions, small businesses, small minority disadvantaged business (SDB) concerns, Historically Black Colleges and Universities (HBCU), Minority Institutions (MI) (HBCU/MIs), women-owned businesses (WB), and Historically Underutilized Business (HUB) zone enterprises as well as large businesses, academic institutions, and Government laboratories to submit research proposals for consideration

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and/or to join others in submitting proposals; however, no portion of the BAA will be set-aside for these special entities pursuant to FAR Part 19.502-2, because of the impracticality of reserving discrete or severable areas of research and development in any specific requirement area.

To ensure full consideration in these programs, registration in the <https://baa2.st.dhs.gov/> website, described later in this document, requires the appropriate business type selection as well as accurate up-to-date information.

3.3. Organizational Conflict of Interest

Organizational Conflict of Interest issues will be evaluated on a case-by-case basis; as outlined below. Offers who have existing contract(s) to provide scientific, engineering, technical and/or administrative support directly to the DHS S&T will receive particular scrutiny.

(a) Determination. The Government has determined that this effort may result in an actual or potential conflict of interest, or may provide one or more Offerors with the potential to attain an unfair competitive advantage.

(b) Process. If any such conflict of interest is found to exist, the Contracting Officer may (1) disqualify the Offeror, or (2) determine that it is otherwise in the best interest of the United States to contract with the Offeror and include the appropriate provisions to mitigate or avoid such conflict in the contract awarded. After discussion with the Offeror, the Contracting Officer may determine that the actual conflict cannot be avoided, neutralized, mitigated, or otherwise resolved to the satisfaction of the Government, and the Offeror may be found ineligible for award.

(c) Disclosure: The Offeror must represent, as part of its proposal and to the best of its knowledge that: (1) It is not aware of any facts which create any actual or potential organizational conflicts of interest relating to the award of this contract; or (2) It has included information in its proposal, providing all current information bearing on the existence of any actual or potential organizational conflicts of interest, and has included the mitigation plan in accordance with paragraph (d) of this provision.

(d) Mitigation/Waiver. If an Offeror with a potential or actual conflict of interest or unfair competitive advantage believes it can be mitigated, neutralized, or avoided, the Offeror shall submit a mitigation plan to the Contracting Officer for review. Award of a contract where an actual or potential conflict of interest exists shall not occur before Government approval of the mitigation plan.

(e) Other Relevant Information: In addition to the mitigation plan, the Contracting Officer may require further relevant information from the Offeror. The Contracting Officer will use all information submitted by the Offeror, and any other relevant information known to DHS, to determine whether an award to the Offeror may take place, and whether the mitigation plan adequately neutralizes or mitigates the conflict.

(f) Corporation Change. The successful Offeror shall inform the Contracting Officer within thirty (30) calendar days of the effective date of any corporate mergers, acquisitions, and/or divestures that may affect this provision.

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(g) Flow-down. The contractor shall insert the substance of this clause in each first tier subcontract that exceeds the simplified acquisition threshold.

4. APPLICATION AND SUBMISSION INFORMATION

4.1. BAA Package Download

This BAA package may be downloaded in its entirety from the Federal Business Opportunities website <https://www.fbo.gov> or from <https://baa2.st.dhs.gov>.

Registration is not required to download the BAA package; however, a registration in <https://baa2.st.dhs.gov> is required to upload a response to the BAA.

4.2. Application and Submission Process

Submissions will not be accepted from organizations that have not registered. The application process will occur in a single stage process: submission of Full Proposals. Any organization that wishes to participate in this solicitation must register at: <https://baa2.st.dhs.gov>.

(a) Submitting a Response to this BAA:

To begin the process, go to <https://baa.st.dhs.gov>, and select BAA15DHS-002 from the list on the left side of the screen. Select the "Submit Proposal" link, and buttons for registration and submission will appear. Select the appropriate registration button and fill in the required fields. Once the registration process is complete, registrants should receive a control identification number via e-mail. This control number is needed to begin the proposal submission process.

To submit your proposal, select the appropriate submission button, fill out the requested fields, upload your files, and then submit. Offerors will receive confirmation of their submission via e-mail. You may revise your Full Proposal submission up until the deadline for Full Proposal submission.

No Classified Proposals (or portions of proposals) will be accepted.

The Government may use selected support contractor personnel to assist as technical advisors during the evaluation process and to support administrative functions pertaining to the receipt and evaluation of any ensuing presentations and proposals from this announcement. These support contractors will be bound by appropriate non-disclosure agreements to protect proprietary and source-selection information. They will not be permitted to release any source-selection information to third parties, including others in their organization.

Full Proposals shall be delivered via upload in accordance with instructions provided during registration.

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The proposal submissions will be protected from unauthorized disclosure in accordance with FAR 15.207, applicable law, and DHS regulations. Offerors are expected to appropriately mark each page of their submission that contains proprietary information.

The DHS BAA website at <https://baa2.st.dhs.gov> offers electronic access to BAA solicitations, frequently asked questions (FAQs), answers to FAQs, abstracts of previously funded projects, and hyperlinks to other useful information.

For step-by-step instructions for registering your company and submitting your proposal, please refer to the “Registrations and Submissions Training Guide” which can be accessed by clicking the link at the top right corner of the Frequently Asked Questions (FAQs) page at https://baa2.st.dhs.gov/portal/public/Menu.action?page=baa_faq.

IMPORTANT: Before submitting a proposal for the first time, you must first register your company and user account in the system. It is recommended that the Business Official or an authorized representative designed by the Business Official be the first person to register for your company. Your company’s Taxpayer Identification Number (TIN) is required during registration. (If your company is registered, other new users may register and associate their information with the company’s existing record. When registration is completed, users can submit and manage their proposals.

NOTE: To register your Full Proposal, you must log on with your credentials. Click the “Start New Proposal” button. When the Start the New Proposal page displays, pick the solicitation and topic, and then enter the title of the Full Proposal that you are submitting. When you have entered the title, click the “Add Proposal to Activity Worksheet” button. The Proposal Activity worksheet page lists your proposal in the Proposals in progress section of the page. Your Full Proposal is registered at this point.

After you have uploaded your Full Proposal documents, you must click on the “Submit Proposal” button to submit the Full Proposal; simply uploading the documents is not sufficient.

4.3. Format and Content of Full Proposals

Full Proposals

The due date for receipt of Full Proposals is 4:30 P.M. (Local Eastern Time) on June 01, 2015. Full Proposals WILL NOT BE ACCEPTED after the published due date. It is anticipated that negotiations for award will commence on or about June 16, 2015. As soon as the final proposal evaluation process is complete, the Offeror will be notified via e-mail of its selection or non-selection for an award. Full Proposals exceeding the page limit will not be evaluated.

Full Proposal Format: Volume 1 - Technical Proposal; and Volume 2 - Cost Proposal

Full proposals will consist of two volumes: a Technical Proposal volume and a Cost Proposal volume.

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- Paper Size – 8.5-by-11-inch paper
- Margins – 1 inch
- Spacing – Single- or double-spaced
- Font – Times New Roman, 12 point. Text embedded within graphics or tables in the body of the Project Description Form should be legible and not smaller than 8 point.
- Number of Pages –
 - Volume 1 (Technical Proposal): No more than 20 single-sided pages. Full proposals exceeding the page limit will not be evaluated. The Official Transmittal Letter, as well as the cover page, table of contents and resumes/biographical information about potential performers in the Full Proposal are not subject to the page limitation.
 - Volume 2: (Cost Proposal): No page limitation.
- Copies – A proposal shall consist of one electronic file for the Technical Proposal volume and one electronic volume for Cost Proposal volume. Electronic files will be in portable document format (PDF), readable by IBM-compatible PCs. Each file size must be no more than 10 MB.

Full Proposal Content

Volume 1: Technical Proposal

Volume I of the Full Proposal shall be in the form of a Technical Proposal volume. Responsiveness to the order and content of sections listed in Volume I are important to assure thorough and fair evaluation of proposals. Nonconforming proposals may be rejected without review. The Technical Proposal must cover the following points in more detail:

- **Official Transmittal Letter:** This is an official transmittal letter with authorizing official signature. For an electronic submission, the letter can be scanned into the electronic proposal. The letter of transmittal shall state whether this proposal has been submitted to another government agency, other than DHS S&T, and if so, which one and when.
- **Cover Page:** This should include the words “Technical Proposal” and the following:
 - 1) BAA number;
 - 2) Title of Proposal;
 - 3) Identity of prime Offeror and complete list of subcontractors, if applicable;
 - 4) Technical contact (name, address, phone/fax, electronic mail address);
 - 5) Administrative/business contact (name, address, phone/fax, electronic mail address); and,
 - 6) Duration of effort (separately identify the basic effort and any options).

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- **Executive Summary:** Summarize the Proposal and the expected benefits of the solution.
- **Proposal:** Describe the proposed work and the associated technical and management approaches/issues.
- **Performance Goals:** Describe the overall methodology and how it will meet the AST objectives specified in the technical description Sections 1.8.2 and 1.8.3. Identify the applicable technical focus area(s) the proposed approach addresses.
- **Detailed Technical Approach:** Describe the proposed technical issues and methodology to address the stated program objectives.
- **Statement of Work (SOW), Schedule, and Milestones:** Provide an integrated display for the proposed research, showing each task with major milestones. Include a proposed schedule for the effort (estimated dates of tasks, milestones and deliverables). Describe how each task will be performed and identify sub-tasks, if appropriate. Include a section clearly marked as the SOW you propose to undertake. It is anticipated that the proposed SOW will be incorporated as an attachment to the resultant award instrument. To this end, such proposals must include a severable self-standing SOW without any proprietary restrictions, which can be attached to the contract or agreement award.
- **Deliverables:** Provide a brief summary of all deliverables proposed under this effort, including data, and reports consistent with the objectives of the work; along with suggested due dates (calendar days after the effective date of award). This section shall be severable, i.e., it will begin on a new page and the following section shall begin on a new page. It is anticipated that the proposed detailed list and description of all deliverables will be incorporated as an attachment to the resultant award instrument. To this end, such proposals must include a severable self-standing detailed list and description of all deliverables without any proprietary restrictions, which can be attached to the contract or agreement award.
- **Management Plan:** Provide a brief summary of the management plan, including an explicit description of what role each participant or team member will play in the project, and their past experience in technical areas related to this proposal.
- **Facilities:** List the location(s) where the work will be performed, and the facilities to be used. Describe any specialized or unique facilities which directly affect the effort.
- **Government-Furnished Resources:** Provide a brief summary of required information and data which must be provided by the Government to support the proposed work, if any.

- **Cost Summary:** Summarize the projected total costs for each task in the initial period of performance and any proposed option year of the effort, including a summary of subcontracts, man hours, and consumables.
- **Resumes for Key Personnel:** In an appendix, provide resumes and *curriculum vitae* (CVs) for each of the key personnel. These resumes do not count toward the 20-page limit.
- **Other DHS Support:** As an appendix, provide a list of any current or pending awards or proposals with DHS that pertain to AST. This section will not count towards the 20-page limit.
- **Assertion of Data Rights:** Due to the nature of this research and development project, the Government will need to evaluate the deliverable in a field prototype evaluation scenario with Government personnel, such as United States Department of Agriculture. Therefore, include here a summary of any assertions to any technical data or computer software that will be developed or delivered under any resultant award. This includes any assertions to pre-existing results, prototypes, or systems supporting and/or necessary for the use of the research, results, and/or prototype. Any rights asserted in other parts of the proposal that would impact the rights in this section must be cross-referenced. If less than unlimited rights in any data delivered under the resultant award are asserted, the Offeror must explain how these rights in the data will affect its ability to deliver research data, subsystems, and toolkits for integration as set forth below. Additionally, the Offeror must explain how the program goals are achievable in light of these proprietary and/or restrictive limitations. If there are no claims of proprietary rights in pre-existing data, this section shall consist of a statement to that effect.

Proposals submitted in response to this solicitation shall identify all technical data or computer software that the Offeror asserts will be furnished to the Government with restrictions on access, use, modification, reproduction, release, performance, display, or disclosure. Offeror's pre-award identification shall be submitted as an attachment to its offer and shall contain the following information:

Statement of Assertion. Include the following statement: "The Offeror asserts for itself, or the persons identified below, that the Government's rights to access, use, modify, reproduce, release, perform, display, or disclose only the following technical data or computer software should be restricted."

Identification of the technical data or computer software to be furnished with restrictions. For technical data (other than computer software documentation) pertaining to items, components, or processes developed at private expense, identify both the deliverable technical data and each such item, component, or process as specifically as possible (e.g., by referencing specific sections of the proposal or specific technology or components). For computer software or computer software documentation, identify the software or documentation by specific name or module or item number.

Detailed description of the asserted restrictions. For each of the technical data or computer software identified above, identify the following information:

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(i) Asserted rights. Identify the asserted rights for the technical data or computer software.

(ii) Copies of negotiated, commercial, and other non-standard licenses. Offeror shall attach to its offer for each listed item copies of all proposed negotiated license(s), Offeror's standard commercial license(s), and any other asserted restrictions other than Government purpose rights; limited rights; restricted rights; rights under prior government contracts, including SBIR data rights for which the protection period has not expired; or government's minimum rights.

(iii) Specific basis for assertion. Identify the specific basis for the assertion. For example:

(A) Development at private expense, either exclusively or partially. For technical data, development refers to development of the item, component, or process to which the data pertains. For computer software, development refers to the development of the software. Indicate whether development was accomplished exclusively or partially at private expense.

(B) Rights under a prior government contract, including SBIR data rights for which the protection period has not expired.

(C) Standard commercial license customarily provided to the public.

(D) Negotiated license rights.

(iv) Entity asserting restrictions. Identify the corporation, partnership, individual, or other person, as appropriate, asserting the restrictions.

Previously delivered technical data or computer software. The Offeror shall identify the technical data or computer software that are identical or substantially similar to technical data or computer software that the Offeror has produced for, delivered to, or is obligated to deliver to the Government under any contract or subcontract. The Offeror need not identify commercial technical data or computer software delivered subject to a standard commercial license.

Estimated Cost of Development. The estimated cost of development for that technical data or computer software to be delivered with less than Unlimited Rights.

Supplemental information. When requested by the Contracting Officer, the Offeror shall provide sufficient information to enable the Contracting Officer to evaluate the Offeror's assertions. Sufficient information must include, but is not limited to, the following:

(1) The contract number under which the data or software were produced;

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(2) The contract number under which, and the name and address of the organization to whom, the data or software were most recently delivered or will be delivered; and

(3) Identification of the expiration date for any limitations on the Government's rights to access, use, modify, reproduce, release, perform, display, or disclose the data or software, when applicable.

Ineligibility for award. An Offeror's failure to submit or complete the identifications and assertions required by this provision with its offer may render the offer ineligible for award.

This section must be severable, i.e., it will begin on a new page and the following section shall begin on a new page. It is anticipated that the proposed Assertion of Data Rights will be incorporated as an attachment to the resultant award instrument. To this end, proposals must include a severable self-standing Assertion of Data Rights without any proprietary restrictions, which can be attached to the contract or agreement award.

VOLUME 2: Cost Proposal

The Cost Proposal shall consist of a cover page and two parts, Part 1 and Part 2. Part 1 will provide a detailed cost breakdown of all costs by cost category and Part 2 will provide a Cost breakdown by task/sub-task using the same task numbers in the Statement of Work. Options must be separately priced.

Cover Page: The use of the SF 1411 is optional. The words "Cost Proposal" should appear on the cover page in addition to the following information:

- BAA number;
- Title of Proposal;
- Identity of prime Offeror and complete list of subcontractors, if applicable;
- Technical contact (name, address, phone/fax, electronic mail address)
- Administrative/business contact (name, address, phone/fax, electronic mail address) and;
- Duration of effort (separately price out the basic effort and any options).

Part 1: Detailed breakdown of all costs by cost category. The Offeror should provide a total estimated price for major demonstrations and other activities associated with the program, including cost sharing, if any. The Offeror should state whether any Independent Research and Development (IR&D) program is or will be dedicated to this effort, or if IR&D is being pursued to benefit related programs as well. Any cost sharing estimates should include the type of cost share, i.e., cash or in-kind. If in-kind is proposed, the Offeror should provide a discussion of how the cost share was valued.

- **Direct Labor** – Individual labor category or person, with associated labor hours and *unburdened* direct labor rates;
- **Indirect Costs** – Fringe Benefits, Overhead, G&A, COM, etc. (*Must show base amount and rate*);

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- **Travel** – Number of trips, destinations, durations, etc.;
- **Subcontract** – A cost proposal *as detailed as the Offeror's cost proposal* will be required to be submitted by the subcontractor. The subcontractor's cost proposal can be provided in a sealed envelope with the Offeror's cost proposal or will be requested from the subcontractor at a later date;
- **Consultant** – Provide consultant agreement or other document which verifies the proposed loaded daily/hourly rate;
- **Materials**–Materials should be specifically itemized with costs or estimated costs. Where possible, indicate purchasing method, (Competition, engineering estimate, market survey, etc.);
- **Other Directs Costs**, particularly any proposed items of equipment or facilities. Equipment and facilities generally must be furnished by the contractor/recipient. Justifications must be provided when Government funding for such items is sought;
- **Fee/Profit** including fee percentage.

Part 2: Cost breakdown by task/sub-task using the same task numbers in the Statement of Work.

Part 3: Full Proposal Summary of Costs and Related Information Form (See Section 8.2 – Appendix B of this BAA). Please complete this form and provide it as an attachment to the Cost Proposal. Certified cost and/or pricing data may be required.

The Cost Proposal should be consistent with your proposed SOW. Activities such as demonstrations required to reduce the various technical risks should be identified in the SOW and reflected in the Cost Proposal. The Offeror should provide a total estimated price for the major Research, Development, Test, and Evaluation (RDT&E) activities associated with the program.

For the Cost Proposal, the DHS BAA website system has a web form where the Offeror may enter data regarding the cost proposal. The system does not allow the Full Proposal to be submitted without completing this Cost Proposal web form. Offerors may choose to not enter information in the Cost Proposal web form since the Cost Proposal cover page, Part 1, and Part 2 will be uploaded separately. However, Offerors will still need to go to the last page of the Cost Proposal web form and hit the confirmation button noting that the Offeror has reviewed the empty web form and is submitting the web form blank.

4.4. Protection of Information Uploaded to BAA Website:

All data uploaded to <https://baa2.st.dhs.gov/> is protected from public view or download. All submissions will be considered proprietary/source selection sensitive and protected accordingly. Documents may only be reviewed by the registrant, authorized Government representatives, and assigned evaluators.

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4.5. Significant Dates and Times

DHS S&T plans to review all Full Proposals in accordance with the “Anticipated Schedule of Events” set forth in the table in this section, using the evaluation criteria described in Section 5.1. A Review Panel will evaluate the Full Proposals using the criteria specified under the evaluation criteria set forth in Section 5.1. Following that review, Offerors will be notified whether or not their proposal has been selected for negotiation. It is anticipated that multiple awards may be made under this BAA.

The Government reserves the right to fund none, some, or all of the proposals received. It is the intention upon completion of proposal evaluation to notify Offerors of an initiation of negotiation for awards or rejection of their proposal. Awards will be made based on the evaluation, funds availability, and other programmatic considerations. If requested, feedback will be provided via teleconference for those Full Proposals that are not selected.

Anticipated Schedule of Events*

Anticipated Schedule of Events *		
Event	Due Date	Time (E.S.T.)
BAA Posted to Website	17 April , 2015	N/A
Deadline for Submission of Full Proposal Questions	01 May, 2015	4:30 PM
Full Proposal Website Registration deadline - Full Proposal Due Date	01 June, 2015	4:30 PM
Notification of Selection for Award Negotiations	16 June, 2015	N/A
Contract Award	TBD	N/A
Kickoff Meetings	TBD	TBD

* These dates are estimates as of the date of this announcement.

4.6. Further Assistance Needed for this BAA

The applicable electronic address for all correspondence for this BAA is: Russell_K_Choate@ibc.doi.gov.

For technical assistance with using the <https://baa2.st.dhs.gov/> website, submit questions to the administrators at dhsbaa@reisys.com, phone (703) 480-7676.

4.7. BAA Contractual and Technical Questions.

All contractual and technical questions regarding this BAA including the published requirements and instructions must be directed to the Contracting Officer at Russell_K_Choate@ibc.doi.gov. The program and technical staff will not acknowledge, forward, or respond to any inquiries received in any other manner concerning this BAA. Contractual questions and answers will be posted periodically under the Frequently Asked Questions (FAQs) section on the <https://fbo.gov> and <https://baa2.st.dhs.gov> websites.

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5. EVALUATION INFORMATION

5.1. Evaluation Criteria

The evaluation of Full Proposals will be accomplished through an independent technical review using the following criteria. All evaluation factors other than cost or price, when combined are significantly more important than cost or price.

Criterion I: Scientific Merit: The Offeror must demonstrate understanding of the critical technology and scientific challenges required to address the desired system parameters and strategy as described elsewhere within the announcement. The research approach should be scientifically sound, practical and technically defensible. The research must contribute to scientific knowledge in the topic area and the research must enumerate potential benefits of the proposed research. The proposal shall demonstrate an awareness of the state-of-the-art. The proposal should be well-prepared with supportive information that is self-explanatory.

Criterion II: Sound Technical Approach: The proposed scientific/technical concept and methodology is clearly described and sound and includes a demonstrated understanding of related technology. The technical approach is innovative and/of has advantages over other solutions, if successfully implemented. Of importance is how the proposed technology will meet or exceed the performance requirements for this program. All critical scientific and technical issues clearly identified, and the planned development approach and risk mitigation efforts are clearly defined and feasible. Adherence to the performance metrics in Tables 1 and 2 will be evaluated (see Section 1.8.3).

Criterion III: Sound Management Approach: Presentation of a sound managerial approach to the proposed work, including a demonstrated understanding of the issues and challenges associated with achieving the goals of the topic, and a strategy to address those issues and challenges. A successful team will possess multidisciplinary expertise to address the complexity of the effort.

Criterion IV: Capability to Perform and History of Past Performance: Demonstration of a capability to perform the proposed work, including history of previous performance in developing related solutions and technologies. Proposals that utilize industry-academic partnering or utilize industry-Government partnering which enhances the development of novel S&T advances will be given favorable consideration. Specific considerations will include:

- Offeror's knowledge of the state-of-the-art diagnostic detection systems in human or veterinary medicine and ability to work across domains to solve a research question
- Offeror's team is sufficiently complete: key personnel are identified with the required range of competencies to execute the effort and the team includes appropriate experience
- Offeror has experience in working with Transboundary Animal Diseases (TADs)
- Offeror has experience working with biological pathogens (list specifically by agent)

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- Offeror and/or Third party test reports showing past experience in development of screening tools for pathogens (preferably Ag assays and publication grade format)
- Offeror is able to perform laboratory experiments on pathogens of interest or surrogates or has partnerships with other institutions where such work can be completed

Criterion V: Cost Realism: Presentation of accurate, well-founded and reasonable estimates of all costs related to performance of the proposed effort, including an appropriate allocation of labor resources. Members of the Evaluation panel will be looking for overall best value to the government.

Evaluation of Full Proposals will be based on an assessment of the overall best value to the government based on the aforementioned criteria. Awards will be made based upon Full Proposal evaluation, funds availability, and other programmatic considerations, including awards to lesser rated proposals where orthogonal or alternative approaches and technologies are deemed to be more technically advantageous.

NOTE: DHS S&T reserves the right to select for award and fund all, some, or none of the Full Proposals received in response to this announcement.

5.2. Evaluation Panel

S&T's policy is to ensure an impartial, equitable, and comprehensive evaluation of all proposals and to select the source (or combination of sources) whose offer is most advantageous to the government. All properly submitted Full Proposals that conform to the BAA requirements will be evaluated by a review panel comprised of Government and non-Government technical experts drawn from staff within DHS S&T, other Federal agencies and subject matter experts from Contractor support personnel. All Government personnel are bound by public law to protect proprietary information. Further, Contractor personnel will be used to handle the submissions administratively and may serve as non-voting technical advisors. Contractor personnel who will have access to any proprietary data will be bound by appropriate non-disclosure agreements to protect proprietary and source-selection information and shall certify that they have no financial interest in any submissions evaluated. They will not be permitted to release any source-selection information to third parties, including others in their organization. Contractors will serve as non-voting members of the Source Selection Evaluation Board (SSEB). Submissions and information received in response to this BAA constitute permission to disclose that information to certified evaluators under these conditions.

6. AWARD ADMINISTRATION INFORMATION

6.1. Comments or Concerns about Solicitation

If Offerors have any comments or concerns about this solicitation, the Contracting Officer can be contacted at:

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Russell Choate
Department of the Interior
Interior Business Center
Acquisition Services Directorate
Division III
P.O. Box 1420
Sierra Vista, AZ 85636
Russell_K_Choate@ibc.doi.gov

7. OTHER INFORMATION

7.1. Government Property, Government Furnished Equipment (GFE) and Facilities

The Government may provide government-furnished equipment (GFE), resources (GFR), information (GFI), or services (GFS) under the terms of each negotiated contract or agreement. GFE, GFR, GFI, or GFS requested by an Offeror must be factored into the Offeror's project cost. Each Offeror must provide a very specific description of any equipment or hardware it needs to acquire to perform the work. This description should indicate whether or not each particular piece of equipment or hardware will be included as part of a deliverable item under the resulting award.

In addition, this description should identify the component, nomenclature, and configuration of the equipment or hardware that it proposes to purchase for this effort. The Government wants to have the contractor purchase the equipment or hardware for deliverable items under its contract. It will evaluate case-by-case the purchase, on a direct reimbursement basis, of special test equipment or other equipment, not included in a deliverable item will be evaluated for allowability on a case-by-case basis. Maximum use of Government integration, test, and experiment facilities is encouraged in each of the Offeror's proposals.

Government research facilities may be available, and should be considered as potential GFE. These facilities and resources are of high value, and some are in constant demand by multiple programs. The use of these facilities and resources will be negotiated as the program unfolds. Offerors should explain which of these facilities they recommend and why.

If any prototype, instrument or device is produced during the period of performance of a funded project, a sample shall be delivered to DHS S&T CBD before the end of the period of performance for demonstration purposes. More specific information about the provision of a sample(s) will be incorporated in the Statement of Work.

7.2. SAFETY Act

As part of the Homeland Security Act of 2002, Congress enacted the Support Anti-Terrorism by Fostering Effective Technologies Act of 2002 (the "SAFETY Act"). The SAFETY Act puts limitations on the potential liability of firms that develop and provide qualified anti-terrorism technologies. DHS S&T, acting through its Office of SAFETY Act Implementation (OSAI), encourages the development and deployment of anti-terrorism technologies by making available the SAFETY Act's system of "risk management" and "liability management." Offerors submitting

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proposals in response to this BAA are encouraged to submit SAFETY Act applications for their existing technologies. They are invited to contact OSAI for more information, at 1-866-788-9318 or helpdesk@safetyact.gov. They also can visit OSAI's Web site at www.safetyact.gov.

7.3. Biological Weapons Convention (BWC) Compliance Documentation

Those Offerors whose Full Proposals are selected for funding, will be provided two forms which will need to be completed and expeditiously returned to the Agricultural Screening Tools Project Office. Blank forms will be provided with the letter confirming selection of the proposal. These forms consist of the following:

- BWC Treaty Compliance Project Summary Form
- Biological Weapons Convention (BWC) Checklist

7.4. Export Control Considerations

International Traffic in Arms Regulations (ITAR) may apply to one or more of the topics in this BAA. Foreign nationals must meet the requirements for participation set by those regulations, if required.

7.5. Security Classification

No Classified Project Description Forms or Full Proposals (or portions of proposals) will be accepted.

7.6. Information for Full Proposal Respondents

This BAA seeks to solicit sound scientific studies and techniques to address the DHS Agricultural Screening Tools project objectives set forth in Section 1.8.2 and technical focus areas set forth in Section 1.8.3. It will not be construed as an obligation on the part of the Government to acquire any products or services. No entitlement to payment of direct or indirect costs or charges by the Government will arise as a result of submission of responses to this BAA and the Government's use of such information. Respondents to this BAA may be requested to provide additional information based on their submittals. Unnecessarily elaborate responses containing extensive marketing materials are not desired.

7.7. Subcontracting Plan

Successful contract proposals that exceed \$650,000.00, submitted by all but small business concerns, will be required to submit a Small Business Subcontracting Plan in accordance with FAR 52.219-9, prior to award.

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7.8. Additional Deliverables

Performers should define additional program-specific deliverables as appropriate for the proposed approach. The Government may describe additional deliverables at the time full proposals are requested.

It is desired, whenever possible, that final reports be in a format that is publishable in appropriate scientific journals so that peer review can be conducted.

7.9. Reporting

The following *minimum* deliverables will be required under traditional procurement Contracts awarded to those Offerors who are selected for award.

Monthly Project Status Reports

Reports of project status will be solicited on a monthly basis from all performers. These reports will be electronically submitted to the Program Manager within fifteen days after the last day of each month. The Monthly Project Status Report should be in a standardized format to collect the following information:

Static Information (Information that does not change monthly over the project):

- Project Title
- DHS Project Control #
- Period of Performance
- Principal Investigator's Name, Telephone Number, E-mail and Unclassified/Secure Facsimile Number(s)
- Performer's Financial Contact Name and Telephone Number

Monthly Update Information To Be Provided in Bulleted or Short Narrative Format:

- Activity During the Past Reporting Period (month)
- Progress Achieved Against Deliverable(s) During Reporting Period
- Progress Achieved Against Project Milestones and Tasks During Reporting Period
- Deliverables Submitted This Period
- Milestones Reached/Achieved This Period
- Other Noteworthy Accomplishments (Meetings, Presentations, Publications, etc.)
- Topics of Concern/Slippage (Technical, Schedule and/or Cost)
- Recovery Plan (if needed)
- Explicit Plans for Next Month
- Project Budget Information (Amount Spent During Reporting Period, Cumulative Amount Spent Since Project Inception, and Amount of Funding Remaining)

Performers are requested to provide monthly update information only in those sections of the form that are applicable to the activities performed during the reporting period. If there is no updated information to report in a section, it can be marked "N/A" for Not Applicable, or left blank.

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The following deliverables, primarily in contractor format, are anticipated as necessary. However, specific deliverables should be proposed by each Offeror and finalized with the contracting agent:

- Monthly Progress Status Reports
- Presentation Materials
- Other Documents or Reports
- Final Report (suitable for publishing and peer review)

7.10. Project Conferences, Meetings and Reviews

The Agricultural Screening Tools Project schedules monthly telephone conferences in which all performers are encouraged to participate. Matters of general interest to the performers are provided on agendas that are e-mailed to the performers along with dial-in instructions for access to a toll-free telephone bridge. Those issues that are relevant only to one performer or proprietary in nature are discussed in separate telephone conferences between the performer and the Agricultural Screening Tools Project office staff.

Program status reviews may also be held to provide a forum for reviews of the latest results from experiments and any other incremental progress towards the deliverables and major demonstrations. These meetings will be held at various sites throughout the country. For costing purposes, Offerors should assume that one of these one-day meetings will be at or near DHS S&T, Washington D.C., and one other meeting will be held at the contractor's facility or a near-by government facility.

7.11. Certificate of Current Cost or Pricing Data

Successful contract proposals that exceed \$700,000.00 may require the submission of a Certificate of Current Cost or Pricing Data in accordance with FAR 15.403-4(b)(2), prior to award.

7.12. Test and Evaluation Facilities

Department of Homeland Security Science & Technology Directorate may make available appropriate test and evaluation facilities to support this program. Offerors should provide any specific requirements needed for test and evaluation of their proposed concept in their proposals.

7.13. Hazardous Materials

Depending on the topic, Offeror may choose to or be required to utilize hazardous materials during the course of the project development effort. If the government provides hazardous samples as part of the developmental and operational testing, information on the samples will be provided to the successful Offerors requiring such samples.

Hazardous material, as used here, includes any material defined as hazardous under the latest version of Federal Standard No. 313 (including revisions adopted during the term of the contract). If the successful Offerors choose to use their own hazardous samples, Offerors must meet the requirements for the identification and material safety as follows:

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HAZARDOUS MATERIAL IDENTIFICATION AND MATERIAL SECURITY DATA

- (a) "Hazardous material," as used in this clause, includes any material defined as hazardous under the latest version of Federal Standard No. 313 (including revisions adopted during the term of the contract).
- (b) The Offeror must list any hazardous material, as defined in paragraph (a) of this clause, to be delivered under this contract. The hazardous material shall be properly identified and include any applicable identification number, such as National Stock Number or Special Item Number. This information shall also be included on the Material Safety Data Sheet submitted under this contract.

Material (*If none, insert "None"*) Identification No.

- (c) This list must be updated during performance of the contract whenever the Contractor determines that any other material to be delivered under this contract is hazardous.
- (d) The apparently successful Offeror agrees to submit, for each item as required prior to award, a Material Safety Data Sheet, meeting the requirements of 29 CFR 1910.1200(g) and the latest version of Federal Standard No. 313, for all hazardous material identified in paragraph (b) of this clause. Data shall be submitted in accordance with Federal Standard No. 313, whether or not the apparently successful Offeror is the actual manufacturer of these items. Failure to submit the Material Safety Data Sheet prior to award may result in the apparently successful Offeror being considered nonresponsible and ineligible for award.
- (e) If, after award, there is a change in the composition of the item(s) or a revision to Federal Standard No. 313, which renders incomplete or inaccurate the data submitted under paragraph (d) of this clause, the Contractor shall promptly notify the Contracting Officer and resubmit the data.
- (f) Neither the requirements of this clause nor any act or failure to act by the Government shall relieve the Contractor of any responsibility or liability for the safety of Government, Contractor, or subcontractor personnel or property.
- (g) Nothing contained in this clause shall relieve the Contractor from complying with applicable Federal, State, and local laws, codes, ordinances, and regulations (including the obtaining of licenses and permits) in connection with hazardous material.
- (h) The Government's rights in data furnished under this contract with respect to hazardous material are as follows:

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(1) To use, duplicate and disclose any data to which this clause is applicable. The purposes of this right are to—

(i) Apprise personnel of the hazards to which they may be exposed in using, handling, packaging, transporting, or disposing of hazardous materials;

(ii) Obtain medical treatment for those affected by the material; and

(iii) Have others use, duplicate, and disclose the data for the Government for these purposes.

(2) To use, duplicate, and disclose data furnished under this clause, in accordance with paragraph (h) (1) of this clause, in precedence over any other clause of this contract providing for rights in data.

(3) The Government is not precluded from using similar or identical data acquired from other sources.

(i) Except as provided in paragraph (i)(2), the Contractor shall prepare and submit a sufficient number of Material Safety Data Sheets (MSDS's), meeting the requirements of 29 CFR 1910.1200(g) and the latest version of Federal Standard No. 313, for all hazardous materials identified in paragraph (b) of this clause.

(1) For items shipped to consignees, the Contractor shall include a copy of the MSDS's with the packing list or other suitable shipping document which accompanies each shipment. Alternatively, the Contractor is permitted to transmit MSDS's to consignees in advance of receipt of shipments by consignees, if authorized in writing by the Contracting Officer.

(2) For items shipped to consignees identified by mailing address as agency depots, distribution centers or customer supply centers, the Contractor shall provide one copy of the MSDS's in or on each shipping container. If affixed to the outside of each container, the MSDS's must be placed in a weather resistant envelope.

7.14 AQD Greening Clause

A) Almost every service requires the use of some sort of product. While providing services pursuant to the Requirements Document in this contract, if your services necessitate the acquisition of any products, the contractor shall use its best efforts to comply with Executive Order 13514, and to acquire the environmentally preferable products that meet the requirements of clauses at FAR 52.223-2, Affirmative Procurement of Biobased Products under Service and Construction Contracts, 52.223-15, Energy Efficiency in Energy Consuming Products, and 52.223-17 Affirmative Procurement of EPA-Designated Items in Service and Construction Contracts.

B) Additionally, the contractor shall use its best efforts to reduce the generation of paper documents through the use of double-sided printing, double sided copying, and the use and purchase of 30% post consumer content white paper to meet the intent of FAR 52.204-4 Printed or Copied Double-Sided on Postconsumer Fiber Content Paper.

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8. APPENDICES

8.1. Appendix A – List of Acronyms

8.2 Appendix B – “Full Proposal Summary of Costs and Related Information”

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8.1. - Appendix A – List of Acronyms

AST	Agricultural Screening Tools
BAA	Broad Agency Announcement
CA	Cooperative Agreement
CBD	Chemical and Biological Division
DHS	Department of Homeland Security
DOE	Department of Energy
FADs	Foreign Animal Diseases
FAQs	Frequently Asked Questions
FAR	Federal Acquisition Regulations
FBI	Federal Bureau of Investigation
FedBizOps	Federal Business Opportunities (www.fbo.gov)
FOUO	For Official Use Only
FFRDC	Federally Funded Research and Development Center
G&A	General and Administrative
GFE	Government-Furnished Equipment
GFI	Government-Furnished Information
GFR	Government-Furnished Resources
GFS	Government-Furnished Services
HBCU	Historically Black Colleges and Universities
HSPD	Homeland Security Presidential Directive
HUB	Historically Underutilized Businesses
IA	Interagency Agreement
IR&D	Independent Research and Development
MI	Minority Institutions
NAHLN	National Animal Health Laboratory Network
NSVL	National Veterinary Services Laboratories
NTAs	Non-traditional Agents
OSAI	Office of SAFETY Act Implementation (DHS)
OTs	Other Transactions
PIADC	Plum Island Animal Disease Center
PDF	Portable Document Format
PL	Public Law
RFP	Request for Proposal
RDT&E	Research, Development, Test and Evaluation
S&T	Science and Technology
SAFETY Act	Support Anti-Terrorism by Fostering Effective Technologies Act 20
SDB	Small Disadvantaged Businesses
TFA	Technical Focus Area

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8.2. – Appendix B- Full Proposal Summary of Costs and Related Information Form

Full Proposal Summary of Costs and Related Information

(Add additional rows, as required. Submit as attachment to Cost Proposal)

TASK INFORMATION

Project Title:
Total Cost of Base Year Effort: \$
Total Cost of Base + Option Year Efforts: \$
Base Year Fixed Fee (Amount & % of cost): \$ (%)
Base Year Period of Performance (mos): months
Option Years Proposed (if any):

TASK INFORMATION

Base Year Tasks: (Add additional rows, if needed)

Task #1: (Amount & Task Title) \$
Task #2: (Amount & Task Title) \$
Task #3: (Amount & Task Title) \$
Task #n: (Amount & Task Title) \$
Base Year Total (Amount) \$

Option Year #1 Tasks (If any):

Task #1: (Amount & Task Title) \$
Task #2: (Amount & Task Title) \$
Task #3: (Amount & Task Title) \$
Task #n: (Amount & Task Title) \$
Option Year #1 Total: \$

Option Year #n Tasks (If any):

Task #1: (Amount & Task Title) \$
Task #2: (Amount & Task Title) \$
Task #3: (Amount & Task Title) \$
Task #n: (Amount & Task Title) \$
Option Year #2 Total: \$

LABOR HOURS AND COSTS

Total Number of Base Year Labor Hours: hrs.
Total Cost of Base Year Direct Labor: \$
Average Cost of Base Year Labor Hours: \$ per hr.

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Fringe Burden (Amount & %):	\$	(%)
Overhead (Amount & %):	\$	(%)
G&A (Amount & %):	\$	(%)
Consultant(s) Fees Amount:	\$	

MATERIALS COSTS

Total Cost of Materials for Base Year:	\$
Types of Materials:	
Shipping Costs:	\$

SUBCONTRACTING COSTS (If any):

Cost of Base Year Subcontract Effort:	\$
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TRAVEL COSTS

Total Cost of Base Year Travel:	\$
Cost & Description of Trip #1 (# of travelers, duration & Locations)	\$
Cost & Description of Trip #2 (# of travelers, duration & Locations)	\$

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